

U.S. BUREAU OF MEDICINE AND SURGERY.

CATALOG OF HOSPITAL CORPS SCHOOLS AND COURSES.

VG 460 U582c 1942

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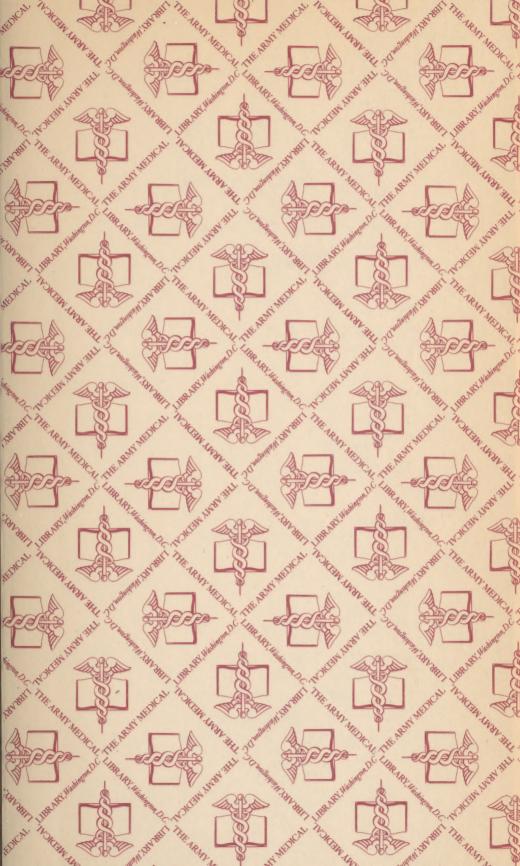


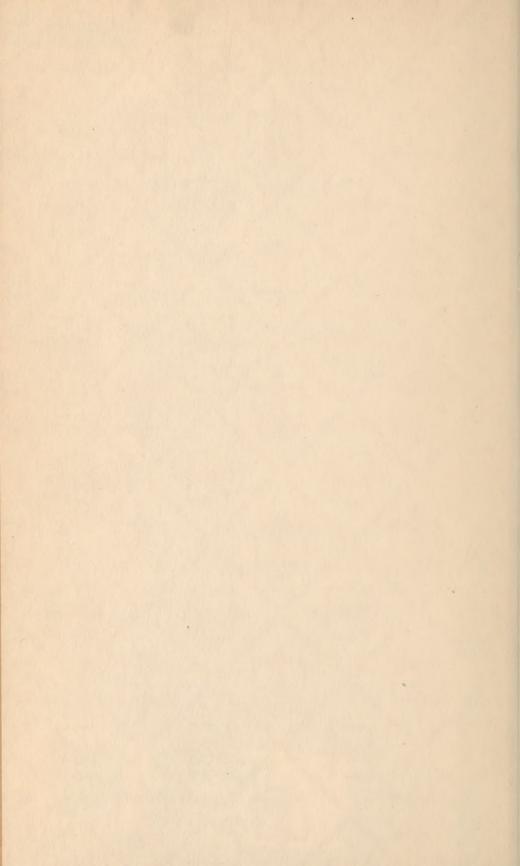
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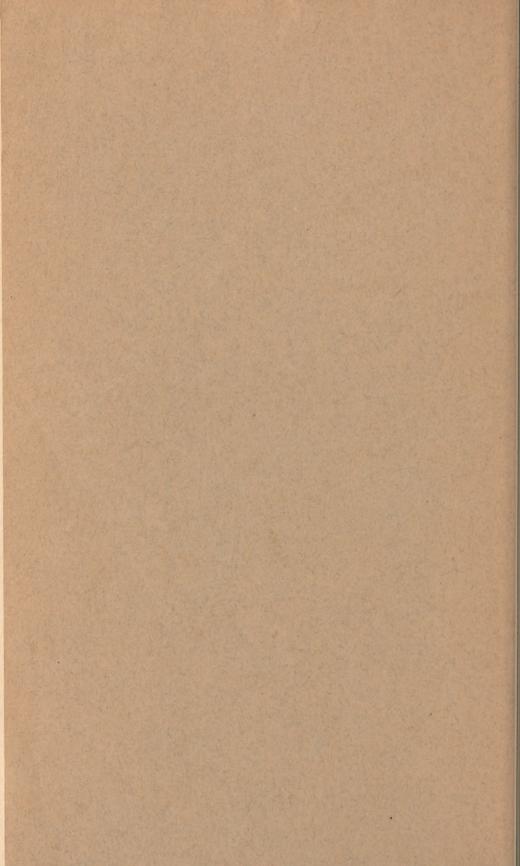


THE BUREAU OF MEDICINE AND SURGERY
NAVY DEPARTMENT

WASHINGTON, D. C.

1942

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Catalog of HOSPITAL CORPS SCHOOLS AND COURSES



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HOSPITAL CORRESSCHOOLS

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THE PERSON DEPARTMENTS

D.O. SOTOMERA

FOREWORD

NOVEMBER 7, 1942

From: The Chief of the Bureau of Medicine and Surgery.

To: Medical Officers in Command, Medical Officers, Hospital Corps Officers, Nurses, and Pharmacist's Mates instructing hospital corpsmen.

Subject: Catalog of Hospital Corps Schools and Courses.

1. It is desired that instruction in all courses described in this Catalog conform with the outlines provided, beginning with the next classes received after the date of this letter.

2. The courses described in the attached Catalog are to be considered as reflecting the plans of instruction for hospital corpsmen under normal conditions.

3. The issuance of this Catalog does not rescind or modify any previous announcements with respect to the acceleration of Hospital Corps training courses.

4. Where acceleration of courses has been authorized, modifications in hours of instruction should be proportional, and should not change the outlined scope of the course, except in the case of the basic course given in Hospital Corps schools for which specific instructions have been previously issued.

5. Instructors using the course outlines are requested to submit recommendations for the revision of the outlines of courses under their cognizance by June 1, 1943.

6. The following objectives were considered in preparing the attached Catalog:

- (a) The establishment of standards for all courses, so that hospital corpsman trained in the several naval activities will possess substantially the same professional qualifications.
- (b) To provide descriptions of the content and scope of each course so that the educational program for hospital corpsmen may be presented to federal, state, county and city Health Departments, industrial concerns, transportation agencies, hospitals, et cetera, to the end that additional civilian opportunities may be opened to hospital corpsmen after the war.

(c) To encourage the election of Hospital Corps training by recruits. It is believed that the announcement of possible civilian opportunities may serve as valuable recruiting material and as a stimulus to recruits in training to elect Hospital Corps duty, thus reducing the number of men who must be drafted from recruit training stations for the Hospital Corps.

(d) To provide teaching outlines for the guidance of medical officers, Hospital Corps officers, nurses, and pharmacist's

mates assigned to instruct hospital corpsmen.

(e) To insure that Hospital Corps technicians are thoroughly prepared for the duties which are expected of men classified as technicians.

Ross T McIntire.

OFFICERS OF ADMINISTRATION AND INSTRUCTION

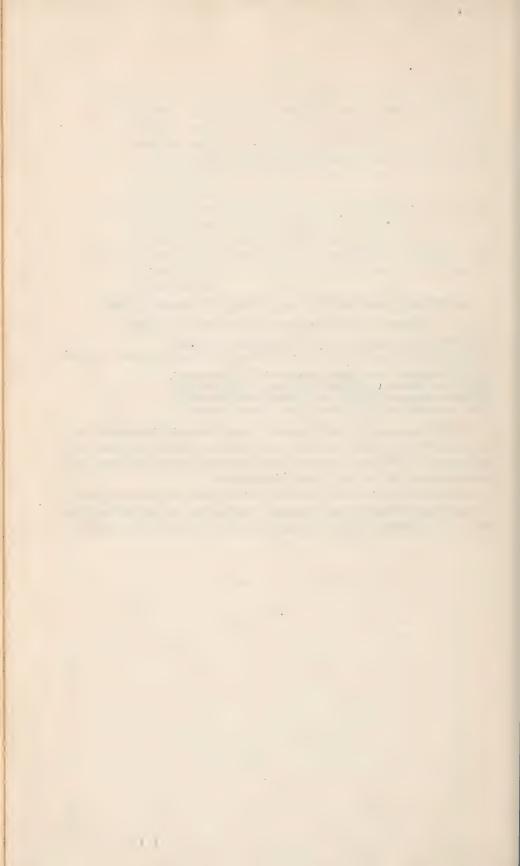
Advisory Council on Hospital Corps Schools and Courses

The Chief of the Bureau of Medicine and Surgery, Chairman.
The Representative of the Office of Education and Training, Bureau of Naval Personnel.

The Representative of the Office of Medical Corps Personnel. The Representative of the Office of Hospital Corps Personnel. The Representative of the Office of Dental Corps Personnel. The Representative of the Office of Nurse Corps Personnel.

The administration of all Hospital Corps schools and naval hospitals giving instruction and training to hospital corpsmen, is under the direction of the Surgeon General of the Navy, and under the immediate supervision of the medical officer in command.

Personnel of the Medical, Hospital, Dental, and Nurse Corps', serve as instructors in the several courses. Instructors are selected for this duty on the basis of their education, experience and teaching ability.



INTRODUCTION

This Catalog has been prepared at the direction of the Surgeon General of the United States Navy, to describe the educational program of the Hospital Corps and to establish the standards for the schools, courses and training within its cognizance.

Opportunity for continuous education and experience is available to all hospital corpsmen. Special schools and courses are maintained to provide for the education of the personnel of the Corps. Advancement in rating is dependent upon growth in professional qualifications, service, and general aptitude for the duties of the Hospital Corps.

The instructional program under the direction of the medical department, has been carefully planned and standardized and is described in detail in this Catalog.



THE HOSPITAL CORPS SCHOOLS AND COURSES

The educational program of the Hospital Corps is divided into two levels. The lower or basic schools are designed to provide the primary instruction for hospital corpsmen who enter the service without previous professional education. The advanced schools and courses admit candidates for certification in medical specialties who have had satisfactory service, are otherwise qualified and who are graduates of the basic Hospital Corps schools. The educational prerequisite for admission to these advanced schools and courses may be satisfied by acceptable civilian training.

In addition to the organized schools and courses, standard Navy Training Courses are available for independent study, in preparation for examinations for advancement in rating.

Hospital Corps schools are located at Norfolk Naval Hospital, Portsmouth, Va.; U. S. Naval Hospital, U. S. Naval Training Station, Great Lakes, Ill.; U. S. Naval Hospital, San Diego, Calif.; U. S. Naval Training Station, Port Deposit, Bainbridge, Md.; and U. S. Naval Training Station, Farragut, Idaho. Advanced schools and courses are maintained at the Naval Medical School, National Naval Medical Center, Bethesda, Md., the larger naval hospitals and at other naval activities.

At each of these centers modern and adequate physical facilities are available to insure efficient instruction and practical training. Reference libraries of the Medical Department of the United States Navy are maintained at all teaching units.

REQUIREMENTS FOR ADMISSION TO HOSPITAL CORPS SCHOOLS

All applicants for enlistment in the Hospital Corps of the U. S. Navy are required to meet certain high standards as to mental, moral, and physical fitness.

Men who meet these standards but who have not had professional training are given their primary professional education in one of the Hospital Corps schools and are required to attain a proficiency rating of not less than 2.5 in order to receive the Hospital Corps certificate. A period of training in general hospital duties, with emphasis upon the care of the sick and injured follows graduation.

ADVANCED COURSES

Admission to all advanced courses is by selection. Pharmacist's mates may submit applications through their commanding officer for admission to any of the courses listed in this Catalog.

All applications must state (1) name, age, and rating of applicant; (2) length of naval service; (3) civilian education; and (4) civilian, and naval professional experience.

All applications must be accompanied by the recommendation of a medical officer which shall include an evaluation of the applicant's aptitude for general Hospital Corps duties and his suitability for the special duties embraced by the technical field for which application for training is made. To qualify for admission to an advanced course a hospital corpsman may be required to serve at least 3 months probationary duty as assistant in the particular specialty. Men who have completed a specialty training course may be required to serve a period of 2 full years on active duty.

Men who have completed one of these advanced courses and have been certified as a qualified assistant or as a technologist may be assigned to duty in that specialty. The courses are organized on the highest possible plane and while designed primarily to meet the needs of the service, provide a sound training which in some instances can be utilized in related civilian activities.

There are many civilian opportunities open to Navy trained specialists, particularly in the fields of physical therapy, clinical laboratory services, professional relations and sales work in pharmacy, dental technology, nursing, industrial first aid, and general hospital services.

ADVANCED COURSES OFFICERS

Courses	Officers eligible	Instruction centers	Length 1 of course (months)	Satisfactory candidates certified as—
Office Administration. Commissary Administration. Property and Accounting Administration.	Chief pharmacists and pharmacists.	Chief pharmacists and National Naval Medical Center, pharmacists. -do		12 (6) Associate in Office Administration (A in OA). 12 (6) Associate in Commissary Administration (A in CA). Associate in Property and Accounting Administration (A in PAA).

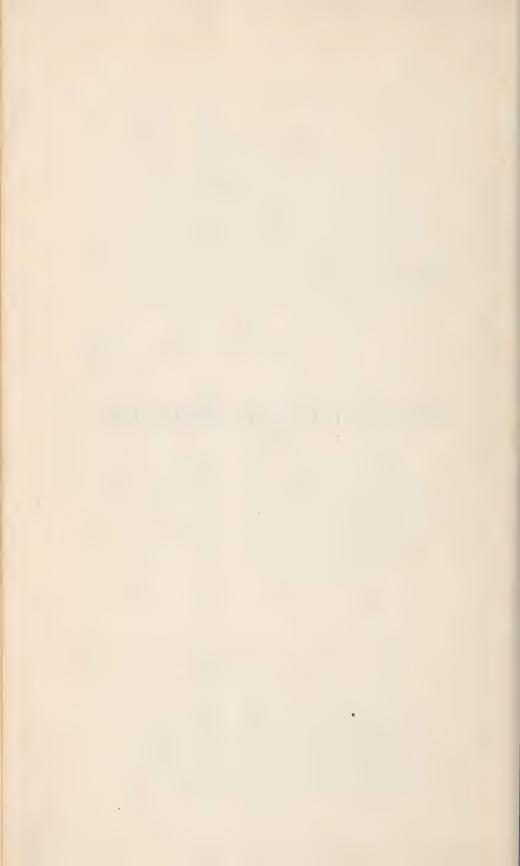
1 Some courses have been temporarily accelerated to meet war-time needs. Numbers in parentheses show, in months, length of such accelerated courses.

ENLISTED MEN

Satisfactory candidates certified as—	Qualified Assistant in Aviation Medicine	Qualified Assistant in Clerical Procedures	Qualified Assistant in Deep Sea Diving (QA	200	ZQ.	Qualified Assistant in Operating Room Tech-	Qualified Assistant in Fever Therapy (QA-FIT)	Qualified Assistantin Physical Therapy (QA-	Qualified Assistant in Low Pressure Chamber	X-ray Technologist (XRT). Neuropsychiatry Technologist (NPT).	Qualified Assistant in Epidemiology and San-	Qualified Assistant in Commissary (QA	Ö	Qualified Assistant in Property and Account-
Length 1 of course (months)	4 (3)	9	6 (5)	4 (2½) 8 (6) 4 (3)	7 (6) 3 (1½)	သ	4 (3)	4 (3)	ಣ	6 (5) 6 (4)	4	9	6 (6)	12
Instruction centers	Naval air stations	Naval hospitals	Navy Yard, Washington, D. C	Navy dental activities. Navy prosthetic dental activities. Naval hospitals.	doFleet Marine Force training cen-	vers. Naval hospitals	NNMC, Bethesda, Md., Norfolk	Naval hospitals	Naval air stations	Naval hospitalsSt. Elizabeths Hospital, Wash-	NNMC, Bethesda, Md	Naval hospitals	NNMC, Bethesda, Md	Naval hospitals
Course	Aviation Medicine	Clerical Procedures	Deep Sea Diving	Dental Technology (general). Dental Technology Prosthetic. Electrocardiography and Basal Metabo-	Usinical Laboratory Technology Medical Field Service	Operating Room Technique	Fever Therapy	Physical Therapy	Low Pressure Chamber	RoentgenologyNeuropsychiatry	Epidemiology and Sanitation	Commissary	Pharmacy and Chemistry	Property and Accounting

¹ Some courses have been temporarily accelerated to meet war-time needs. Numbers in parentheses show, in months, length of such accelerated courses.

CURRICULA LEADING TO CERTIFICATES
(5)

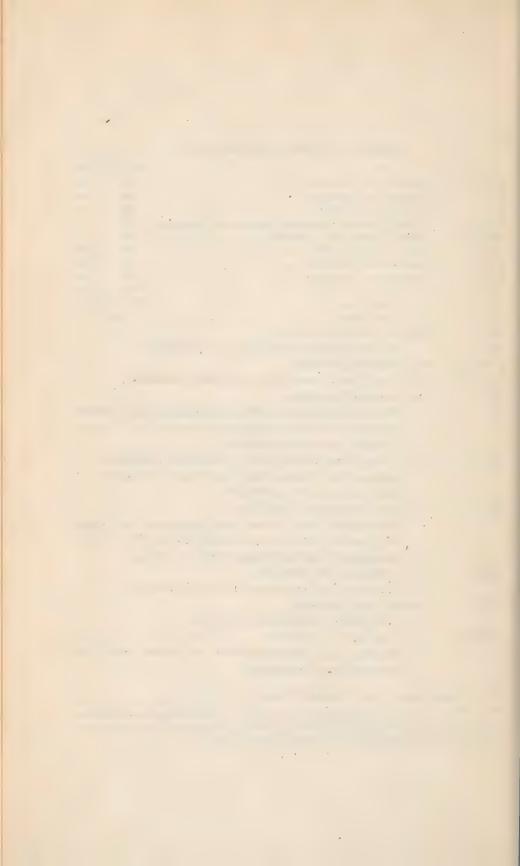


HOSPITAL CORPS CERTIFICATE 1

		THOUSE COME OF CENTRAL COME	
		Clock Subjects Didactic 1	
AP	1	Anatomy and Physiology 55	26
CHEM	1	Elementary Chemistry 48	6
HS	1	Hygiene and Sanitation	6
BACT	1	Bacteriology and Elementary Laboratory Technique. 18	40
MMT	1	Materia Medica and Toxicology 46	8
NSFA	1	Minor Surgery and First Aid	70
ND	1	Nursing and Dietetics 48	105
PHAR	1	Pharmacy and Metrology 25	62
		Total hours317	323
		Grand total64	0
AP	1	Anatomy and Physiology	
		The structure and function of the human body.	
CHEM	1	Elementary Chemistry	
		Principles of inorganic and organic chemistry.	
HS	1	Hygiene and Sanitation	
		Principles of public health as applied to men ho	oused
		in barracks, on board ship and troops in the	
		Elements of chemical warfare.	neid.
BACT	1	Bacteriology and Elementary Laboratory Technique	0
DACI	1		
		Introductory bacteriology and basic principle	es 01
		clinical laboratory procedures.	
MMT	1	Materia Medica and Toxicology	
		Therapeutic uses, doses and properties of d	rugs
		with special reference to the items in The Su	pply
		Catalogue, Medical Department, U. S. N.	110
MSFA	1	Minor Surgery and First Aid	
MIDITI		Theoretical and practical training in first aid.	
ND	1	Nursing and Dietetics	
112		Principles of nursing and dietetics.	
PHAR	1	Pharmacy and Metrology	
111111	1	Fundamental pharmaceutical techniques and	the
			tire
		mathematics of pharmacy.	

Text: Handbook of the Hospital Corps, U. S. Navy.

¹ Basic course, required of Apprentice Seamen before transfer to the Hospital Corps, and all men whose rating is changed to Hospital Apprentice, second class or first class. The Hospital Corps Certificate, or its equivalent, is one of the prerequisites for admission to advanced courses.



ADVANCED COURSES

, (9)

CERTIFICATE IN AVIATION MEDICINE (Oualified Assistant)

		1		
		Subjects .		ck hours c Practical
		Suojecis .	Diaacti	c Practicat
AP	2	Anatomy and Physiology, specialized	25	125
BACT	10	Clinical Laboratory Technique	18	62
MSFA	2	First Aid, specialized	20	25
LPC	5	Low-Pressure Chamber Technology	20	200
CLER	6	Reports and returns	45	100
		Total hoursGrand total		512 640
		Grand total		040
AP	2	Anatomy and Physiology, specialized Advanced and specialized study of the e	WA 691	hoort

Advanced and specialized study of the eye, ear, heart and lungs. Assistance in physical examinations of

aviators.

BACT 10 Clinical Laboratory Technique
Diagnostic tests, blood typing, urinalysis, microscopic
examinations.

MSFA 2 First Aid, specialized

Advanced and specialized aviation first aid, qualifying as assistant to flight surgeon.

LPC 1 Low-Pressure Chamber Technology

Operation of machines, readings, recordings, reports.

CLER 6 Reports and Returns

Preparation of Medical Department forms; typing.

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, section 1.

References: Aviation Medicine Technicians' Manual, School of Aviation Medicine, U. S. Naval Air Station, Pensacola, Fla.

Instruction notes for Aviation Medicine Technicians, Naval Air Station, Anacostia, D. C.



CERTIFICATE IN CLERICAL PROCEDURES (Oualified Assistant)

		Subjects	Clock	hours Practical
CLER	1	Typing		225
		Preparation of Official Forms		500
		Mailing		40
CLER	3	Navy Filing	10	120
		Total hours	75	885
		Grand total	9	60
		Grand total	9	60

CLER 1 Typing

Training and practice in touch system typing and shorthand.

CLER 4 Preparation of Official Forms

Training in the preparation of forms used by the .Medical Department and the several bureaus.

CLER 5 Mailing

Procedure for handling official mail.

CLER 3 Navy Filing

Training and practice in accordance with the U.S. Navy Filing Manual.

Text: Handbook of the Hospital Corps. U. S. Navy, chapter XI, section 1.

(12)

CERTIFICATE IN CLINICAL LABORATORY TECHNIQUE (Technologist)

		~ 11 .		hours
		Subjects	Didactic	Practica
BACT	3	Media	8	150
BACT	4	Bacteriology	16	150
BACT	5	Serology	16	150
BACT	6	Hematology		150
BACT	7	Pathology	14	90
BACT	8	Medical Parasitology	16	120
BACT	9	Blood and Clinical Chemistry		200
		Total hours	110	1,010
		Grand total	1,12	0

BACT 3 Media

Uses, requirements and preparation.

BACT 4 Bacteriology

General bacteriology with emphasis upon pathogenic organisms, cultures, etc.

BACT 5 Serology

Study of the sera, including immunology.

BACT 6 Hematology

Blood cell counts, hemoglobin estimations, typing, and tests.

BACT 7 Pathology

Tissue pathology; preparation of tissue for histopathological examination.

BACT 8 Medical Parasitology

Classification and identification of animal parasites and insects affecting man.

BACT 9 Blood and Clinical Chemistry

Technique of collecting and testing blood; urinalysis and other diagnostic procedures.

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, sections 3 and 9.

References: Syllabus of Laboratory Technicians Course, National Naval Medical Center.

Practical Bacteriology, Hematology, and Animal Parasitology, Stitt, Clough, Clough.

Clinical Diagnosis by Laboratory Methods, Todd and Sanford.

Laboratory Manual of Biological Chemistry, Folin.

Clinical Laboratory Methods and Diagnosis, Gradwohl.

Textbook of Laboratory Diagnosis, Osgood.

CERTIFICATE IN COMMISSARY ADMINISTRATION (Associate)

		Subjects	Clock h Didactic 1	
COMM	1 A	Accounting, commissary	160	225
COMM	2 P	Procurement	100	150
COMM	3 1	Management, commissary	55	125
COMM		Good Inspection and Grading	200	375
COMM		Menu Planning		75
COMM	6 S	torage of Subsistence	45	250
		Total hours		1, 300
		Grand total	1, 92	0
COMM	1	Accounting, commissary		
		Ledger posting, vouchers, and forms.		
COMM	2	Procurement		
		Requirements, orders, payments, and	accounts	5.
COMM	3	Management, commissary		
		Personnel assignments, hiring of pe	ersonnel,	and
		inventories.		
COMM	4	Food Inspection and Grading		
		Meats, poultry, dairy products, and fres	sh provis	sions.
COMM	5	Menu Planning		
		Principles of dietetics and formulation	n of m	enus.
COMM	6	Storage of Subsistence		
		Supervision of storerooms.		

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XI, section 3.

CERTIFICATE IN COMMISSARY (Qualified Assistant)

			Subjects	Clock ho Didactic Pr	
COMM	1		Accounting, Commissary	60	175
COMM	4	Ŀ	Food Inspection and Grading	40	175
COMM	6)	Storage of Subsistence	25	250
CLER	1		Typing		100
CLER	3	3	Navy Filing	15	120
			Total hoursGrand total	140 960	820
COMN	1	1	Accounting, Commissary		
			Ledger posting, vouching, and forms.		
COMN	1	4			
			Meats, poultry, dairy products, and visions.	fresh	pro-
COMN	1	6	Storage of Subsistence		
			Assistance in storerooms.		
CLER		1	Typing		
			Training and practice in touch-system	typing.	
CLER		3		. J. I	
			Training and practice in filing in acco	rdance r	with
			Navy Department Regulations and		
			Filing Manual.	U. D. 11	avy
			Thing Manual.		

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XI, section 3.

CERTIFICATE IN DEEP SEA DIVING (Oualified Assistant)

	(Qualified Assistant)	
	Subjects	Clock hor Didactic Pr
DIV 1	Diving	
DIV 2	0)	
DIV 3		
DIV 4	Submarine Rescue	6
DIV 5		12
MSFA 3		
DIV 7		
DIV 8	Diving Technology	46
	Total hours	113
	Grand total	
DIV	1 Diving	
	Pressure and open tank divin	າຊ.
DIV	2 Diving, advanced	-8-
202	Practical river diving.	
DIV	3 Shop Work	
DIT	Practical training.	
DIV	4 Submarine Rescue	
DIV		1
TOTAL	Use of submarine escape char	mber.
DIV	5 Helium-Oxygen Diving	
	Deep-sea diving.	
DIV	7 Compressed Air Illness	
	Cause, prevention, and treat	ment.
DIV	8 Diving Technology	
	Specialized techniques of div	ring.
MSFA	3 First Aid, Advanced	
	Advanced, specialized technic	ones.
	zatruniott, specianzet teenni	44000

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, section 5.

CERTIFICATE IN DENTAL TECHNOLOGY (GENERAL) (Technologist)

Clock hours

Subjects	Didactic Practical
MMT 3 Materia Medica, dental	10
ROEN 1 Roentgenological Technique	16 40
HS 2 Hygiene, oral	
DENT 2 Odontography	
BACT 2 Bacteriology, oral	
HIST .1 Histology, oral	20 25
DENT 1 Dental Technology	70 260
AP 4 Anatomy, dental.	
•	
Total hours	
Grand total	640
MMT 3 Materia Medica, dental	
Common drugs and their use in der	ntistry.
ROEN 1 Roentgenological Technique	
Technique of taking, exposing, an	d processing of
of roentgenograms.	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
HS 2 Hygiene, oral	
Deposits, caries, pathology, prophy	lactics medica-
tions.	ractics, incurea-
DENT 2 Odontography	
Description of the internal and ex	vtornel form of
teeth, and their relations.	Augiliai Iolili Ol
BACT 2 Bacteriology, oral	
837	
Normal and pathogenic oral bacteri BACT 11 Pathology, oral	la.
	. f. 1: 1
Macroscopic and microscopic study	or diseased and
abnormal tissues and structures.	
HIST 1 Histology, oral	1.17
Microscopic study of normal teeth ar	nd their support-
ing tissues.	
DENT 1 Dental Technology	
Assisting at dental services, clinical	duties, and office
routines.	
AP 4 Anatomy, dental	
Specialized anatomy of the oral cavi	ty and the teeth.
Text: Handbook of the Hospital Corps, U. S. Nav	y, chapter III,

Handbook for Dental Technicians, National Naval Medical

section 4.

Center.

CERTIFICATE IN DENTAL TECHNOLOGY (PROSTHETIC) (Technologist)

		(Technologist)		
		Subjects		hours Practical
DENT	3 C	Case Design	30	250
DENT		Frown and Bridge		250
DENT	5 I	nstruments and Materials	35	150
AP	3 A	natomy, oral	30	25
DENT		Metallurgy, dental		200
DENT	7 F	Processing	40	200
		Total hoursGrand total		1, 075 280
DENT	3	Case Design	· ·	
DENI	O	Partial denture resistance and reter	ation al	rolotal
			Ition Sr	reievar
TATATU	4	form, and dental bridge planning.		
DENT	4	Crown and Bridge	1 , 7	1.
		Construction of fixed and removable	dental	appli-
4.70		ances, and crown restorations.		
AP	3			
		Anatomical considerations related to		e and
		dental crown and bridge construction.		
DENT	5	Instruments and Materials		
		Instruments and materials used in den	tal pros	thetic
		laboratory procedure.		
DENT	6	Metallurgy, dental		
		Properties and manipulation of va	rious r	netals
		used in dental prosthesis.		
DENT	7	Processing		
		Methods of using the acrylic resins and	d vulcar	nite in

Text: Handbook for Prosthetic Dental Technicians, National Naval Medical Center.

dental construction.

CERTIFICATE IN ELECTROCARDIOGRAPHY AND BASAL METABOLISM

(Qualified Assistant)

		Subjects	Clock Didactic	hours Practical
AP	6	Physiology of Circulation	20 0000000	6
ECG	1	Technique of Electrocardiography		300
ECG	2	Metabolism and Oxidation		6
ECG	3	Basal Metabolism Machines	. 6	268
		Total hours	. 60	580
		Grand total	64	:0
AP	6	Physiology of Circulation		
		Advanced and specialized physiology of	the he	eart.
ECG	1	Technique of Electrocardiography		
		Principles of operation and repair of ma	achine	s.
ECG	2	Metabolism and Oxidation		
		Principles of metabolism and clinical	appli	cation
		of tests.		
ECG	3	Basal Metabolism Machines		
		Principles of operation and repair of eq	uipme	nt.

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, section 6.

CERTIFICATE IN EPIDEMIOLOGY AND SANITATION (Qualified Assistant)

			Clock	house
		Subjects -	Didactic	
BACT	12	Bacteriology and Immunology, advanced	100	250
EPID	1	Epidemiology	30	45
EPID	2	Vital Statistics	50	50
EPID	3	Parasitology and Entomology		65
EPID	4	Sanitary Engineering		20
		Total hours	210	430
		Grand total		
BACT	12	Bacteriology and Immunology, advanced.		
		Pathogenic bacteriology and immunolog	gy.	
EPID	1	Epidemiology.		
		Study of epidemic diseases.		
EPID	. 2	Vital Statistics.	. 1	
		Fundamental mathematics and applied	ed stat	istical
		methods.		
EPID	3	Parasitology and Entomology		
		Study of parasites of man and malario	logy.	
EPID	4	Sanitary Engineering.		
		Advanced military sanitation.		

(20)

CERTIFICATE IN FEVER THERAPY (Qualified Assistant)

				Clock hours		
		Subjects	Didactic	Practicat		
PHT	4	Fever Therapy	60	340		
PHT		Hydrotherapy	20	100		
PHT		Light and Electrotherapy	20	100		
		Total hours Grand total	100 64	540		
PHT	4	Fever Therapy				
		Theory and application of artificial fever.				
PHT	0	Hydrothorony				

Operation and application of therapeutic baths.

Light and Electrotherapy PHT 3

Types of equipment and clinical application of electrotherapy.

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, section 10.

Reference: Textbook of Pyretotherapy, Willa Phillips.

(21)

CERTIFICATE IN LOW PRESSURE CHAMBER (Qualified Assistant)

		Subjects •	Clos Didacti	ck hours c Practical
LPC	1	Operation of Chamber Controls	50	100
LPC	2	Oxygen Equipment	15	15
LPC	3	Use of Oxygen in Anoxia	20	60
LPC	4	Psychological Tests	15	15
AP	5	Physiology	20	
LPC	5	Low Pressure Chamber Technology	20	150
		Total hours	140	340
		Grand total	4	80
TTO	4	0 () () () () ()		

LPC 1 Operation of Chamber Controls

Theory of the Oxygen Chamber and practical experience in operation.

LPC 2 Oxygen Equipment

Theoretical and practical training in oxygen equipment.

LPC 3 Use of Oxygen in Anoxia
Use of oxygen equipment, the oximeter, the electrocardiograph, and special equipment used in the study
of anoxia.

LPC 4 Psychological Tests

Assistance in special psychological testing.

AP 5 Physiology

Specialized physiology of respiration.

LPC 5 Low Pressure Chamber Technology
General training and practice in the specialty.

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, section 1.

References: Aviation Medicine, Armstrong.

Anoxia, Its Effect on the Body, Van Liere.

Technicians Manual of Aviation Medicine, School of Aviation Medicine, Pensacola, Fla., sec. V

CERTIFICATE IN MEDICAL FIELD SERVICE (Qualified Assistant)

		Subjects	Clock ho Didactic P	
HS ·	3 I	Hygiene and Sanitation, field	30	20
TACT		Tactics, medical field	60	60
TACT		Orill	10	100
TACT	3 N	Marine Corps Organization	40	100
CHEM	6 (Chemical Warfare	40	20
		Total hours		300
HS	3	Hygiene and Sanitation, Field		
		Care of troops on the march.		
TACT	1	Tactics, medical field		
		Field first aid stations, evacuation of ca	asualties	and
		map reading.		
TACT	2	Drill		
		March and maneuver drills.		
TACT	- 3	Marine Corps Organization		
		Special duties with Marine Corps units		
CHEM	6	Chemical Warfare		
		Types of chemical agents and the t casualties from chemical agents.	reatmen	t of

Text: Handbook of the Hospital Corps, U. S. Navy, chapter VI, section 7.

Drill Book for the Hospital Corps, U. S. Navy.

CERTIFICATE IN NEURO-PSYCHIATRY (Technologist)

(1 centrologist)		
Subjects	Clock Didactic	
NP 1 Rules and Regulations	20	
MSFA 4 First Aid		
NP 2 Management of Psychiatric Patients	50	860
Total hours		860
Grand total	960	0
NP 1 Rules and Regulations		
Introduction to neuro-psychiatric special rules and regulations.	problems	and
MSFA 4 First Aid		
Practical training in first aid with em	phasis up	on in-
juries of mental patients.		
NP 2 Management of Psychiatric Patients		
Ward service, attendance at clinics, s	pecial the	rapies
and general psychiatric nursing.		

Text: Principles of Psychiatric Nursing, M. E. Ingram, 1939. W. B. Saunders Company, Philadelphia, Pa.

(24)

CERTIFICATE IN OFFICE ADMINISTRATION (Associate)

		Subjects	Clock Didactic	hours Practical
CLER	3	Navy Filing	35	350
		Preparation of Official Forms		500
CLER	5	Mailing	30	200
		Laws, Regulations, and Procedure		350
CLER	9	Administration	35	325
		Total hours		
		Grand total	1, 9	20

CLER 3 Navy Filing

Training and practice in accordance with U.S. Navy Filing Manual.

CLER 4 Preparation of Official Forms

Training in the preparation of forms used by the Medical Department and the several bureaus.

CLER 5 Mailing

Procedures for handling of official mail.

CLER 6 Laws, Regulations and Procedure

Detailed study of all pertinent laws and regulations and general clerical procedures.

CLER 9 Administration

Training and practice in official correspondence and general administrative policy.

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XI, section 11.

References: U. S. Navy Regulations.

Manual of the Medical Department.

U. S. Navy Filing Manual.

Manual Bureau of Naval Personnel.

Bureau of Supplies and Accounts Manual.

Court Martial Orders.

Naval Courts and Boards.

(25)

CERTIFICATE IN OPERATING ROOM TECHNIQUE (Qualified Assistant)

Clock hours

		Subjects Didactic Practical
OR	1	Sterilization 15 100
OR	2	Instruments 10 75
OR	3	Sutures 6 20
OR	4	Operating Room Technique, general 24 300
OR	5	Central Dressing Station Technique 50 300
OR	6	Plaster and Plaster Splint Technique 10 50
		Total hours
		Grand total 960
OR	1	Sterilization
Oit	J.	
		Principles of sterilization, operation of sterilizers and
		aseptic technique.
OR	2	Instruments
		Designations, care, repair, and storage of surgical
		instruments.
OR	3	Sutures
Ole	0	Types, uses, and preparation of surgical sutures.
OD	4	
OR	4	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
		Progressive training for assistance in the operating
		room.
OR	5	Central Dressing Station Technique
		Preparation of materials and solutions, treatment trays,
		and dressing carriages.
OP	0	
OR	6	Plaster and Plaster splint technique

Text: Handbook of the Hospital Corps, U. S. Navy, chapter V, section 3.

splints.

Types and application of plaster, plaster bandages, and

CERTIFICATE IN PHARMACY—CHEMISTRY (Qualified Assistant)

	(Emerita a standard)		
	Subjects	Clock ho	
PHAR 2 I	Pharmaceutical Arithmetic	60	7 000000000
	General Chemistry, advanced	108	180
PHAR 3 I	Principles of Pharmacy	160	
	Materia Medica and Toxicology, advanced	60	
	Organic Pharmaceutical Chemistry	50	82
PHAR 4 C	Operative and Dispensing Pharmacy	90	310
	Qualitative ChemistryQuantitative Chemistry	30	140 150
CHEM 5	quantitative offemistry	20	100
	Total hours	578	862
	Grand total	. 1, 44	0
PHAR 2	Pharmaceutical Arithmetic		
	The systems of weights and measur	res and	the
	mathematics of pharmacy.	uliu	UALO
CHEM 4	General Chemistry, advanced		
CHENT 4	Fundamentals of inorganic and organic	chomisti	177
PHAR 3	Principles of Pharmacy	CHEIMSU	y .
I IIAIt 5	Pharmaceutical processes and the pr	ananatia	n of
		eparano	11 01
MMT 9	official products.		
MMT 2	Materia Medica and Toxicology, advanced	1 1	
CHENE *	Uses and doses of drugs and poisons and	d antido	tes.
CHEM 5	Organic Pharmaceutical Chemistry		
	Applied chemistry.		
PHAR 4	Operative and Dispensing Pharmacy		
	Preparation of official medicinals and of	eompoun	ding
	prescriptions.		
CHEM 2	Qualitative Chemistry		
	Testing of drugs, chemicals, and pharms	aceutical	s.
CHEM 3	Quantitative Chemistry		
	Assay of drugs, tablets, pharmaceutical	ls, and c	ther
		,	

Text: Handbook of the Hospital Corps, U. S. Navy, chapter VIII, chapter IX, chapter IV, chapter V, section 1.
United States Pharmacopoeia, XII.
National Formulary, VII.

quantitative estimations.

CERTIFICATE IN PHYSICAL THERAPY (Technologist)

	Clas	k hours
Subjects		Practical
PHT 1 Mechanotherapy and Exercise	20	100
PHT 2 Hydrotherapy	20	80
PHT 3 Light and Electrotherapy	20	80
PHT 5 Massage		280
Total hours	100	540
Grand total	6	340
PHT 1 Mechanotherapy and Exercise		
Theory and practice of mechanotherap	y.	
PHT 2 Hydrotherapy		
Operation and application of baths.		
PHT 3 Light and Electrotherapy		
Types of equipment and clinical applica	tion of e	electro-
therapy.		
PHT 5 Massage		
Systematic therapeutic friction, stroking	g and kn	eeding
of the body.		

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, section 10.

CERTIFICATE IN PROPERTY AND ACCOUNTING ADMINISTRATION

(Associate)

		(Clock	hours
		Subjects	Didactic .	Practical
PA		dementary Accounting		200
PA		iscal Accounting		150
PA		rocurement		200
PA		Receipt and Inspection of Property		200
PA PA	7 P	roperty Accountability	_ 50	150
PA		hip and Station Accounting		150
CLER		Iospital Accounting		300
OHEI	0 1	deports	_ 50	100
		Total hours	470	1, 450
		Grand total		
70.4			- 1, 32	20
PA	3	Elementary Accounting		
		The theory and application of Gove	ernmenta	al ac-
		counting.		
PA	4	Fiscal Accounting		
		The Federal Budgetary System.		
PA	5	Procurement		
1 A	Ü			
70.4		Methods of procuring equipment and	supplies.	
PA	6	Receipt and Inspection of Property		
		Receiving records and inspection of eq	uipment	and
		stores.		
PA	7	Property Accountability		
		The storage, preservation and issue	of equip	ment
		and stores, and the records required		
				Hellon
TO A	0	accountability.		
PA	8	Ship and Station Accounting		
		Forms and procedures.		
PA	9	Hospital Accounting		
		The accounting records maintained	in a I	Vaval
		Hospital.		
CLER	8	Reports		
011111	G	*		
		Required financial reports and returns.		

Handbook of the Hospital Corps, U.S. Navy, chapter

Text:

XI, section 2.

CERTIFICATE IN PROPERTY AND ACCOUNTING (Qualified Assistant)

Clock hours

Subjects	Didactic Practical
CLER 1 Typing	500
PA 1 Bookkeeping	
PA 2 Storage of Equipment and Supplies	20 700
CLER 3 Navy Filing	
CLER 2 Records and Correspondence	
Total hours	110 1,810
Grand total	
CLER 1 Typing	
Training and practice in to	uch system typing.
CLER 3 Navy Filing	
Training and practice in f	iling in accordance with
Navy Department Regula	
	thous and U. S. Ivavy
Filing Manual.	
PA 1 Bookkeeping	
Principles of Navy account	ing.
PA 2 Storage of Equipment and Supp	
Methods of storing, present	
_	ving and issuing equip-
ment and stores.	
CLER 2 Records and Correspondence	
Preparing of reports, rec	ords and official corre-
spondence.	
The same of the sa	

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XI, section 2.

CERTIFICATE IN ROENTGENOLOGICAL TECHNIQUE (Technologist)

Subjects	Clock Didactic	hours Practical
ROEN 2 Introduction to Roentgenological Technique	100	100
ROEN 3 Film, Screen and Dark Room Procedures		100
ROEN 4 Radiographic Technique		130
ROEN 5 Special Procedures	50	100
ROEN 6 Office Routine	50	130
Total hours		560
Grand total	96	0
ROEN 2 Intoduction to Roentgenological Technique	ie .	
Basic principles of electricity and x-ra		
ROEN 3 Film, Screen and Dark Room Procedures	·J ·	
Methods of operation.		
ROEN 4 Radiographic Technique		
Film processing.		
ROEN 5 Special Procedures		
Electrical and x-ray safeguards and	special	tech-
niques.		
ROEN 6 Office Routine		
Special office and clerical procedures.		
Special office and cieffcat procedures.		

Text: Handbook of the Hospital Corps, U. S. Navy, chapter XII, section 12.



DEPARTMENTS OF INSTRUCTION AND OUTLINES OF HOSPITAL CORPS COURSES

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DEPARTMENT OF ANATOMY AND PHYSIOLOGY

AP 1 Anatomy and Physiology.-

Cell structure and reproduction.

Osteology—structure and function of bones; location; articulation.

Myology—location and function of important muscles; structure and location of joints, tendons, fasciae.

Blood—composition and functions; circulatory system; structure and location of heart; arteries, veins and capillaries.

Respiratory system—respiration; structure; location and function of component parts.

Digestive system—structure, location and function of component parts; enzymes.

Lymphatic system—lymph and lymph vessels and their function. Spleen and ductless glands—structure, location, function.

Genito-urinary system—structure, location and function.

Nervous system—brain, nerves, ganglia, function.

Organs of special senses—eye, ear, etc.

AP 2 Anatomy and Physiology, specialized.—

Physiological and psychological factors in conditions affecting aviators—anoxia; cold; aeroembolism.

History of anoxia: A study of the contents and attributes of atmospheric and alveolar air; the transportation of oxygen; the mechanism of breathing; discussion of the Gas Laws of volume and temperatures; partial pressures—effects produced by lowered barometric pressures of higher altitudes; manifestations—causes of anoxia and cold; factors affecting the ceiling of man and detrimental to the health of pilots; fatigue and how controlled; aeroembolism—the physical laws underlying it, its manifestations and control.

Eye and Adnexa

Elementary optics—vision, mechanism of accommodation, refractive errors, amblyopia.

Examination methods—visual acuity; depth perception, color, perimetry, accommodation and refraction; retinoscopy.

Extraocular muscles—origin, insertion, nerve supply and action.

Physiology of ocular movements; binocular fixation.

Heterophoria; heteroptrophia—cause and diagnosis; phorometry; determination of muscle strength and tangent curtain diagnosis.

Ear

Anatomy and physiology of hearing.

Methods of determination.

Vestibular mechanism—determination of function by Barany chair.

Heart

Anatomy and physiology.

Principles of cardiac efficiency.

Pulse and blood pressure determinations—circulatory efficiency.

Normal and abnormal reactions to low oxygen tension.

Lungs

Anatomy and physiology.

Responses to low oxygen tension.

AP 3 Anatomy, oral.—

Review of AP 1.

Mouth:

Bones—muscles; attachments; blood and nerve supply; ligaments.

Hard and soft tissue areas; formina.

Muscle attachments; nerve and blood supply and ligaments.

AP 4 Anatomy, dental.—

Identification—characteristics, of teeth of dentition.

Tooth carving—celluloid; soap.

Types of teeth used for dentures: Trubyte; Austenal; Hall's inverted cusps; Myerson's teeth; French's posteriors.

AP 5 Physiology.-

Review of AP 1.

Advanced physiology of respiration.

Respiratory system.

Circulatory system.

AP 6 Physiology of Circulation.—

Review of AP 1.

General physiology and dynamics of the circulation.

The conduction system of the heart.

The electromotive forces accompanying the heart beat.

Tracing of the stimulus and measurement through the string of oscillographic machines.

The normal tracing; the waves—the intervals.

The four extra precordial leads.

Arrhythmias.

The sound tracing.

DEPARTMENT OF BACTERIOLOGY AND PATHOLOGY

BACT 1 Bacteriology and Elementary Laboratory Technique.—

Care and use of microscopes and laboratory equipment.

Classification of micro-organisms.

Stains and staining; culture media and culturing.

Technique of simple stains—Gram stain.

Hemaglobin estimation; coagulation and bleeding time estimation.

Red cell count; white cell count; differential white cell count.

Urinalysis.

BACT 2 Bacteriology, oral.—

Morphologic forms of the principal normal and pathogenic oral bacteria. Infection, resistance, immunity. Factors essential to the life of oral bacteria—their action. Bacteria of dental caries; paradontosis; some diseases of the mouth and focal infection. Sterilization methods and self sterilizing factors in the mouth. Methods of making smears with staining procedure. Technique for obtaining root canal cultures. Manipulation of the microscope.

BACT 3 Media.—

Preparation of stains; media. Methods of titration.

Preparation and selection of indicators; sterilization of carbohydrates.

Selection of media; culturing organisms.

Blood, urine, stool, exudate, cultures.

Agglutination; special serological procedures.

Animal inoculations.

BACT 4 Bacteriology.—

Review of BACT 1.

Saprophytic and pathogenic bacteria—morphology; physical growth.

Precipitation; agglutination tests.

Preparation of bacterial antigens and vaccines; standardization.

Bacteriological examinations of water and milk.

Staining techniques; special culture media.

Use of microscopes; laboratory equipment.

Methods for identification of bacteria. Staining methods.

Acidfast examination of sputum.

Sputum concentration for tubercle baccilli.

BACT 4 Bacteriology-Continued-

Eye smears; stool cultures; agglutination tests; water analysis; milk analysis; urethral smears; prostatic smears; urine cultures; blood cultures; preparation of vaccines; smears and cultures of exudates; throat smears and cultures; dark field examinations.

Fungi cultures and wet preparations.

Animal inoculations.

Pleumococcus typing; Sputum cultures.

Vincent's angina preparations.

BACT 5 Serology.—

Complement fixation and precipitation tests.

Necessity for standard methods.

Collection of blood specimens; preparation for shipment.

Technique of Kahn test; preparation of antigen and saline.

Qualitative; quantitative; presumptive Kahn tests.

Spinal fluid examination. Cell count; globulin; albumin examinations.

Collodial gold test. Kahn and Wassermann reactions. Blood sedimentation. Cutler method. Blood grouping—cross matching; hemolysis.

Complement fixation in diagnosis of bacterial and echinococcus infections.

Inocluation; bleeding of laboratory animals.

Wassermann test-Neill modification.

Complement fixation tests—echinococcus; gonococcus.

BACT 6 Hematology.—

Physical properties and functions of the bood.

Bleeding time; coagulation time; retractibility of the clot.

Blood cells—origin; classification; staining reactions.

Cell counting—enumeration.

Red cells; pipettes and counting chambers.

White cells; pipettes and counting chambers. Counting; enumeration.

Differential white count; Schilling's method.

The blood indexes.

Color, hemoglobin; volume index; saturation index; icterus index; cell pack—Wintrobe hematocrit.

Blood staining—collection, preparation, and staining of films.

Peroxidase staining and counting.

Fragility test.

The blood picture; Schilling's hemogram; blood picture in anemia.

BACT 7 Pathology.—

Origin of tissues in relation to the human body.

Differential features in normal histology.

Definitions of terms used in histopathology.

Methods of reducing material for microscopic study.

Paraffin methods of embedding tissue.

Care and use of microtomes, knives, and other equipment.

Routine and special stains used in histopathological laboratory.

Technique of frozen sections. Preparation of museum specimens.

Autopsy technique. Care of the cadaver.

BACT 8 Medical Parasitology-

Identification of malaria blood and tissue parasites; intestinal protozoa; flagellates, cestodes; nematodes; trematodes; identification and life histories of the common insects of medical importance.

Malaria—life cycle of malarial parasite in the human host and

in the mosquito.

Methods of diagnosis and differentiation of the three important human Plasmodium species in thin blood smears.

Characteristic forms of Plasmodium—P. vivax, P. malariae, and

P. falciparum.

Blood and tissue flagellates—morphology and life histories of important members of the Trypanosomidae; demonstration of stained smears and forms in tissue of Trypanosoma—rhodesiense, T. gambiense, T. cruzi; Leishmania—L. donovani, L. tropica and L. braziliensis; living T. equiperdum—T. gambiense, T. cruzi, the leishmania stage of T. cruzi in heart muscle; L. tropica in skin sections.

Helminths—characteristics of flukes, tapeworms, and nematodes.

Trematodes—life cycle; morphology; means of identifying and methods of preparing. Characteristics of eggs and cercaria—methods of obtaining; identifying eggs and cercaria.

Cestodes—life cycle, morphology and methods of obtaining and identifying the tapeworms. Diphyllobothrium latum; Taenia saginata; T. solium; Dipylidium canimum; Hymenolepis nana, H. diminu a.

Nematodes—life cycle of Filaria—morphology; methods of obtaining and identifying intermediate hosts; life histories of intestinal nematodes of man. Morphology.

Demonstration of the important adult nematodes. Infections of helminth eggs and larvae in feces.

Intestinal Protozoa—life history of Endamoeba histolytica; methods of distinguishing in fecal smears.

Insects—classification; external morphology of insects and Arachnids. Hemiptera; Anoplura; Diptera; Siphonaptera; Acarina.

BACT 8 Parasitology-Continued-

Identification of fleas, lice, and bugs of medical importance; disease relationships. Role of ticks and mites in diseases.

Biology of mosquitoes—Identification of eggs, larvae, and pupae of three genera of medical importance, i. e., Anopheles, Aedes, and Culex.

BACT 9 Blood and Clinical Chemistry.—

Survey of elementary, qualitative, organic, and quantitative chemistry.

Blood and urine chemistry

Tests—Blood nonprotein nitrogen.

Total urine nitrogen.

Sugar; blood; urine; spinal fluid.

Synovial fluid; abdominal and plureal exudates.

Urea nitrogen-blood and urine.

Chlorides—blood, urine and spinal fluid.

Cholesterol; uric acid.

Blood—CO₂; pyrotannic acid; ethyl alcohol; icterus index.

Hexoses-fermentation. Osazone tests.

Bromsulphalein; Van der Bergh; Indican tests.

Phenosulphonephthalein and Mosenthal tests.

Gastric secretions.

Serum albumin and protein.

Calcium in blood and urine.

Tryptophan in spinal fluid.

Urine and gastric analysis, duodenal drainage.

Albumin—qualitative; quantitative. Specific gravity.

Sugar-qualitative; quantitative.

Microscopic examinations.

Arsenic; lactic acid; free HC₁; total acidity; lead in urine; occult blood; Ketone bodies.

Barbiturates; osazones; total solids; fermentation tests.

Kidney function tests.

Endocrinology.

Ascheim-Zondek test—Friedman modification.

BACT 10 Clinical Laboratory Technique.—

Technique of drawing blood.

Kahn tests.

Blood typing.

Blood counts and staining methods.

Urinalysis.

General microscopial examinations.

BACT 11 Pathology, Oral.-

Microscopic and macroscopic appearance of a diseased or abnormal enamel cuticle, enamel, dentin, pulp, cementum, epithelial attachment, parodontium, alveolar bone, alveolar process, and mucous membrane of the mouth. Etiologic factors in dental caries, parodontosis and some diseases of the mouth. Periapical disturbances; fractured jaws.

Clinical appearance of oral tissues principally in Vincent's infection, avitaminoses, endocrine and blood disturbances; some more common benign and malignant tumors, common jaw

swellings, and their diagnosis.

BACT 12 Bacteriology and Immunology, Advanced.-

Review of BACT 1.

Principles of pathogenic bacteriology and the related immunology. Training in the procedures employed in studying filterable viruses.

The investigation and management of epidemic diseases.

DEPARTMENT OF CHEMISTRY

CHEM 1 Elementary Chemistry.-

History of chemistry—terms and definitions.

Chemical processes—classification of matter; energy.

Chemical laws—application; oxidation; reduction; ionization.

Elements—symbols; valence.

Atoms; molecules; atomic and molecular weights; equations.

Chemicals formulas; chemical arithmetic.

Inorganic compounds; organic compounds.

Chemistry in the hospital corpsman's activities.

CHEM 2 Qualitative Chemistry.-

Principles of qualitative analysis.

Groups; metals; nonmetals; acids; oxidation; reduction.

Ionization theory; solubility product; precipitation.

The Periodic Table.

Common ion effects; hydrolysis; pH.

Preparation of and use of reagents.

Testing strength, identity, quality and purity of drugs used by the medical department.

CHEM 3 Quantitative Chemistry.—

Instruments of precision—calibration of weights, sensitivity and zero point of balances.

Theory and selection of indicators.

Hydrogen ion concentration.

Common ion effect; reversible reactions; neutralization.

Molar solutions; standard solutions.

Volumetric and gravimetric procedures; precipitation; oxidation; reduction; gasometric; physico-chemical.

Special analytical methods.

Acid and ester numbers; saponification; iodine values.

Testing and assaying of drugs and pharmaceuticals.

CHEM 4 General Chemistry, Advanced.-

Review of CHEM 1.

Selection and care of laboratory apparatus.

Application of fundamental laws of chemistry and physics.

Applied inorganic and elementary organic chemistry.

Specific gravity and specific volume.

Chemical mathematics.

CHEM 5 Organic Pharmaceutical Chemistry.-

Introduction to organic chemistry—processes; formulas.

Halogen compounds; alcohols and derivatives.

Aldehydes; ketones; acids and derivatives; hydroxy; polybasic acids; amines and other nitrogen compounds.

Compounds of sulfur; carbohydrates; benzene and homologues.

Substitution products; amine and diazo derivatives.

Phenols; alcohols; aldehydres; ketones; heterocyclic compounds. Alkaloids; dyes; glycosides; proteins; steroids.

Enzymes.

CHEM 6 Chemical Warfare.-

General considerations.

Methods of using chemical agents; weather conditions; gas masks; special clothing; properties of chemical agents; prophylactic measures; fundamentals of treatments. Methods of recognizing gases. Contamination of food, water, and supplies.

Chemical agents

Lung irritants—

Phosgene; chlorpicrin; chlorine.

Vesicants-

Mustard; lewisite; ethyldichlorarsine.

Lacrimators-

Chloracetophenone; brombenzyl cyanide.

Irritant smokes (sternutators).—

Adamsite; diphenychlorarsine.

Screening smokes-

White phosphorus; titanium tetrachloride; sulfur trioxide; chlorsulfonic acid solution; HC mixture.

Incendiary agents-

Thermite; oil and metal incendiaries; electron bomb.

Systemic poisons—

HCN; arsine; hydrogen sulfide.

Incidental gases—

Carbon monoxide; nitrous fumes; ammonia.

'Treatment-

Pathology; symptoms; diagnosis; immediate treatment; burns; oxygen therapy; venesection; prognosis.

DEPARTMENT OF CLERICAL STUDIES

CLER 1 Typing.—

Training and practice in touch system typing.

CLER 2 Records and Correspondence.—

Preparation of pertinent reports, records, and forms. Preparation of official correspondence.

CLER 3 Navy Filing.—

Training and practice in filing in accordance with Navy Department Regulations and U. S. Navy Filing Manual.

CLER 4 Preparation of Official Forms.—

Bureau of Naval Personnel forms, as listed in BUNavPers. Manual. Bureau of Supply and Accounts forms as listed in BuS&A Manual. Letter forms of the Medical Department, as listed in Chapter 23 (Reports and Returns), Sections 1, 2, 3, 4, 5, and 6, Articles 3401 to 3555, inclusive. Rotated desk and study periods.

CLER 5 Mailing.—

Official titles and addresses of the various bureaus, naval districts, and location; knowledge of ships' characteristics—battleships; cruisers; destroyers; repair ship; tenders; tugs; hospital ships; etc. Familiarize different types of mail—guard mail; registered mail; messenger mail under guard; air mail; etc., how handled. Routine desk assignment.

CLER 6 Laws, Regulations, and Procedures .-

The Health Record—entries, including the writing of ward clinical medical histories. The execution and the procedure of the various benefits to enlisted personnel, both staff and patients.

Government Insurance; Navy Relief; transfer to Fleet Reserve, and classes thereto.

Medical treatment of dependents.

Special requirements of certain schools—instruction and knowledge of promotion; training courses; special requests, etc., desk rotations and outlined study courses. Names and abbreviation of all naval ranks and ratings according to pay grades as outlined in Bureau of Medicine and Surgery Manual, appendix D, circular letter R.

CLER 7 Reports and Returns.—

Special reports and returns to Bureau of Aeronautics and Bureau of Medicine and Surgery. Typing.

CLER 8 Reports.—

Bureau of Supplies and Accounts returns, Bureau of Medicine and Surgery returns; miscellaneous reports and returns.

CLER 9 Administration.—

Preparation and execution of official correspondence and endorsements, social correspondence, both formal and informal, by routine desk assignment rotation. Administrative policy; personnel and records office practice.

DEPARTMENT OF COMMISSARY

COMM 1 Accounting, Commissary.—

Administration.

NMS Hospital Form 23. Bureau Supplies and Accounts Forms 71, 71A, 44, 44A.

Posting of commissary ledger from R. & E. vouchers. Totaling of ledger accounts.

COMM 2 Procurement.-

Preparation of receipt and expenditure vouchers. Sources of supply.

Orders, payments, and accounts.

COMM 3 Management, Commissary.—

Schedules of cook's and mess attendants' details and hours. Supervision of issue.

Costs of rations.

Personnel supervision.

COMM 4 Food Inspection and Grading.—

Inspection of provisions.

Daily inspection of fresh provisions—fruits; vegetables.

Department of Agriculture standards for meats—produce; butter; cheese; eggs; poultry.

Dairy products.

Food; animal anatomy.

COMM 5 Menu Planning.—

Preparation of menus; orders. Caloric and vitamin values.

COMM 6 Storage of Subsistence.—

Inventories; storage. Storeroom supervision. Dealers' invoices.,

DEPARTMENT OF DENTAL TECHNIQUES

DENT 1 Dental Technology.—

The dental record—use, method of indicating the presence of: Types of restorations; carious, abscessed, impacted, and unerupted teeth; gingival disturbances; fistula; malocclusion; cysts; roots and diseased conditions of the oral hard structures and soft tissues. Method of recording subsequent dental operations.

Monthly and annual reports of dental operations.

Care of dental equipment and instruments and their use.

Description and manipulation of cements and amalgams.

Emergency dental treatment. Assisting the dental officer at the chair. Routine dental operating room activities, before, during, and after patient treatment.

DENT 2 Odontography.-

Dental nomenclature—description of the internal and external form of teeth and their supporting tissues and structures; movement of teeth, their inclination and function.

Tooth carving.

DENT 3 Case Design.—

Types of clasps and bars—cast, wrought, and combinations.

Surveying costs for construction of clasps, bars, rests, and stabilizers when using precious and nonprecious metals.

Bridge abutments and replacement form.

DENT 4 Crown and Bridge.-

Manipulation of impressions; making dies, waxing, carving, investing, casting, soldering, finishing, and polishing.

Ceramiss in construction of crowns and inlays; staining and baking porcelain.

Construction of crowns and bridges, and inlays in acrylic resins and combinations of metal and acrylic resins.

DENT 5 Instruments and Materials.—

Type, use, care of, and sterilization of instruments.

Chair technique in prosthodontia.

Description, physical and chemical properties, use and manipulation of —plaster, investment, compound, waxes, colloids, acrylic resins, vulcanite and metals (precious and nonprecious).

DENT 6 Metallurgy, Dental.-

Physical and chemical properties of precious and nonprecious metals.

Waxing, investing, casting, soldering, heat treatment, spruing, finishing and polishing.

DENT 7 Processing.—

Boxing of plaster, compounds and colloidal, full and partial impressions.

Stone, plaster and metal cast pouring.

Full and partial bite blocks, waxing, setting up of teeth, carving, tin foiling, flasking, packing, curing, polishing and finishing of dentures.

Articulators—description and use of various types.

DEPARTMENT OF DIVING

DIV 1 Diving.-

Qualifications for diving. Study of Diving Manual.

Diving in pressure tanks under pressure equivalent to 300 feet; open tank diving; operation of underwater tools.

DIV 2 Diving, advanced.—

Practical dives in mud.
Use of tools under working conditions.
Actual salvage work.

DIV 3 Shop Work.-

Practical training—use of divers' tools.

DIV 4 Submarine Rescue.-

Construction of submarine escape appliances; practical training in the use of lung-application.

Practical use of escape chamber.

DIV 5 Helium-Oxygen Diving.—

Theoretical considerations. Mixing and analysis of gases. Actual dives up to 340 feet.

DIV 7 Compressed Air Illness.—

Calculation of decompression tables.
Causes, prevention, treatment of compressed air illness.

DIV 8 Diving Technology.-

Diving mathematics, divers' air pumps, pontoons, blueprint reading, telephones, cutting torches.

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DEPARTMENT OF ELECTROCARDIOGRAPHY AND BASAL METABOLISM

EGG 1 Technique of Electrocardiography.—

Electromechanics of oscillographic and string type machines.

Developing.

Testing and replacement of parts.

Stethographic machines.

Care of patients.

Care of machines.

EGG 2 Metabolism and Oxidization.—

Metabolism and oxidization.

The basal state.

Factors influencing basal metabolism.

Indirect calorimetry.

Technique of preparation.

Technique of test.

Clinical importance.

EGG 3 Basal Metabolism Machines.—

Various types of machines.

Testing and replacement of parts.

Preparation and care of patients and care of machines.

(50)

DEPARTMENT OF EPIDEMIOLOGY

EPID 1 Epidemiology.-

Principles; historic development; methods of epidemiology.

Training in field methods of collection, sampling, and analysis of data on epidemic and endemic diseases.

Military significance and application.

EPID 2 Vital Statistics.—

Intensive review of mathematics; fundamentals of algebra, logarithms, graphs, use of the slide rule, calculator and adding machine.

Statistical methods in human mortality, morbidity, and demography; averages, dispersions, curves and curve fitting; significance; correlation.

EPID 3 Parasitology and Entomology.—

Common laboratory methods of identification of the animal parasites of man and their arthropod vectors.

Epidemiology and control of parasites.

Study of malaria; methods of preparation for examination and identification of species in thick smears.

Identification and control of Anopheline vectors.

EPID 4 Sanitary Engineering.—

Principles of water sanitation and purification; sewage treatment and disposal; food and galley sanitation; milk sanitation; garbage collection and disposal.

Military aspects of insect and rodent control.

DEPARTMENT OF HISTOLOGY

HIST 1 Histology, oral.—

The derivation, microscopic appearance and function of the enamel cuticle, enamel, dentin, cementum, pulp, dental periosteum, alveolar bone, alveolar process, gingivae, epithelial attachment, and parodontium.

Odontogensis.

Cellular and structural defense mechanism of the body.

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DEPARTMENT OF HYGIENE AND SANITATION

HS 1 Hygiene and Sanitation -

Personal hygiene; clothing.

Housing; air; ventilation; heating and lighting.

Water—source, purification and storage.

Sewage and refuse; garbage disposal.

Soil—its relation to health and disease.

Communicable diseases; practical preventive medicine.

Insects, vermin, rodents—their relation to disease.

Agents used in chemical warfare.

Recognition of gases.

Treatments.

HS 2 Hygiene, oral.—

Deposits and stains on teeth and artificial appliances; their position, composition, ctiology and method of removal (oral prophylaxis).

Proper method of observing routine daily hygienic procedure; medication; instruction to the patient.

Normal oral tissue factors which maintain their health (saliva; inflammatory cells; epithelium cells; tissue areas; salivary duct openings; position of epithelial attachment; tongue; muscle action; vitamins and habits).

Differentiation between dental caries and deposits.

HS 3 Hygiene and Sanitation, field.—

Review of HG 1.

Waste disposal.

Insect control.

Care of troops on the march.

Water and food in the field.

Rigging and equipment of battalion first aid station.

Evacuation of casualties.

Prevention and management of epidemics.

DEPARTMENT OF LOW PRESSURE CHAMBER

LPC 1 Operation of Chamber Controls.—

Training in the use of chambers.

Reaction to anoxia.

Method of resuscitation.

Operation of controls.

LPC 2 Oxygen Equipment.-

Construction, design, repair of equipment.

Bogens communication system.

Presto recorder and play-back instruments.

Operation of Millikan Oximeter and Cardiette Oximeter.

Electrocardiograph.

Flicker apparatus.

Other special equipment.

LPC 3 Use of Oxygen in Anoxia.—

Signs and symptoms of anoxia.

Oxygen as cure.

Prevention.

Denitrogenation.

. Oxygen masks.

LPC 4 Psychological tests.—

Training, application and grading of psychological tests.

LPC 5 Low Pressure Chamber Technology.—

Sterilization of equipment.

Operation of special machinery and equipment.

High altitude flights; safety observer.

Records.

Bogen's communication system.

DEPARTMENT OF MATERIA MEDICA AND TOXICOLOGY

MMT 1 Materia Medica and Toxicology.-

Medical terms and definitions.

Therapeutic uses and administration of medicines.

Dosage—factors which affect dosage; dosage tables.

Classes of drugs—definitions; sources.

Physical and chemical properties of plant principles.

Classes of pharmaceutical preparations.

Toxicology—poisons; symptoms of poisoning; general treatment; chemical mechanical and physiological antidotes.

The Supply Catalog, Medical Department, U. S. Navy.

MMT 2 Materia Medica and Toxicology, Advanced.-

Review of MMT 1.

Pharmacognosy.

Pharmacology and therapeutics of the important official and newer drugs, especially those listed in the Supply Catalogue, Medical Department, U. S. Navy.

Toxicology.

MMT 3 Materia Medica, Dental.—

Description; properties; toxicology and application in various oral diseases of iodine, phenol, eugenol, zinc oxide, alcohol, morphine, "sulfa" drugs.

DEPARTMENT OF MINOR SURGERY AND FIRST AID

MSFA 1 Minor Surgery and First Aid.—

Inflammation—causes, symptoms, and treatment.

Wounds; hemorrhage; shock.

Contusions; strains and sprains.

Dislocations; fractures.

Injuries due to heat and cold.

Removal of foreign bodies.

Asphyxia—artificial respiration.

Treatment of the apparently drowned; the electrically shocked. Unconsciousness.

Acute abdominal conditions—symptoms and treatment.

Common emergencies—what to look for—what to do.

Bandages and bandaging—general rules: application and use.

Splints and fixation appliances: application.

Emergency dental treatment.

Dressings—shell wounds.

Transportation of the sick and injured.

Litter drills.

MSFA 2 First Aid, Specialized.—

Review of MSFA 1.

Treatment of injuries—hemorrhage; burns; wounds; chemical casualties; fractures; dislocations.

Shock.

Transportation of the injured.

Artificial respiration.

Equipment of first-aid pouches.

Equipment of ambulances.

Crash tools.

Sterile technique; suturing—using suture boxes and instruments.

MSFA 3 First Aid, Advanced.—

Review of MSFA 1.

Qualifying in use of rescue-breathing apparatus.

Resuscitation of apparently drowned.

Artificial respiration.

MSFA 4 First Aid.-

Self inflicted injuries; cutlery; lavatory equipment; ward furniture and clothing; bedding; injuries due to heat and cold.

Convulsive disorders and injuries.

Epileptic attacks and injuries.

Shock.

Strangulation.

Unconsciousness.

Common emergencies.

Transportation of patients.

Sedatives and hypnotics.

General first-aid measures.

DEPARTMENT OF NEURO-PSYCHIATRY

NP 1 Rules and Regulations.—

History of mental disease.

Causes of mental diseases.

Mental Hygiene.

Note-writing—special descriptive terms.

Care of patients' clothing and possessions.

Attendants' responsibilities.

General rules.

NP 2 Management of Psychiatric Patients.—

Clinical

Psychosis on organic basis—senile; arteriosclerosis; Huntington's Chorea; post-encephalitis.

Paresis—cause; early symptoms; late symptoms; course of

disease; treatment by malaria.

Convulsive disorders—personality of epileptics; mental deficiencies; alcoholic psychosis; drug addiction; paranoid states.

The underactive patient: apathetic and depressed.

The overactive patient: confused; rational; apprehensive.

Neurological conditions.

War neuroses.

Nursing

Problems of the aged, weak, and infirm.

Paresis and epilepsy.

Problems of alcoholic psychoses, drug addiction, and paranoid states.

Problems of underactive patients; suicidal precautions.

Problems of overactive patients; patients in seculsion.

Special Therapies

Hydrotherapy; insulin; metrazol; hormones; psychodramaelectric shock; gavage; occupational and recreational therapies.

Ward Services

Bedside stands; forbidden articles.

Lavatories; treatment rooms; hazards.

Dining rooms; food charts; hazards grooming patients.

TPR; tray; charting; special problems of mental patients.

DEPARTMENT OF NURSING AND DIETETICS

ND 1 Nursing and Dietetics.—

Ward management and routine; care of linen; charts.

Admission of patients-routine; charts; records; care of patients.

Bed making; fracture beds.

Bathing patient.

Temperature; pulse; respiration.

Administration of medicines—oral; rectal; parenteral; enemas.

A. m. and p. m. care.

Ether beds.

EEN&T nursing.

Use and care of equipment—sterilizers; syringes; rubber goods. Surgical dressings.

Delirious patients—restraints.

Care of dying and dead.

Diabetics—diets; insulin; dosage; diabetic shock.

Classification of foods—proteins; carbohydrates; minerals; vitamins; energy values; diets; diet therapy; special methods of feeding.

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DEPARTMENT OF OPERATING ROOM TECHNIQUES

OR 1 Sterilization.-

Types: Mechanical; chemical; dry heat; moist heat; boiling oil and water; steam under pressure.

Preparation of Materials: Utensils; instruments; dry goods; drapes; sponges; sutures; oils, wax and talcum.

Care of sterile materials.

Resterilization.

OR 2 Instruments.—

Care; cleansing; oiling; sharp points and edges.

After-duty cases.

Selection of set-ups for cases.

Appendectomy.

Cholecystectomy.

Hemorrhoidectomy.

OR 3 Sutures.—

Types

Catgut—boilable; nonboilable. Silk; kangaroo tendon; silk-worm gut; wire.

Cotton.

Clips.

Dermal.

Uses of each type.

Preparation and care of sutures.

OR 4 Operating Room Technique, General.-

Care of operating-room suite.

Preparation of operating room for a case.

Cleansing of operating room after dirty case.

Scrub technique.

Preparation for operations.

Setting up operating room with sterile drapes.

Gowning and gloving surgeon and assistant.

Sponge nurse.

Suture nurse.

Handling instruments.

Handling sutures.

OR 5 Central Dressing Room Station Technique.—

Preparation of new materials—glassware; pyrex; soft rubber tubing; needles; utensils.

Preparation of materials for routine use—glassware; rubber tubing; needles; utensils.

Setting up treatment trays—

Types: Intravenous; hypodermoclysis; anesthesia; catheterization.

Preparation of solutions: Irrigating; intravenous. Operation of autoclaves; dry air sterilizer; stills.

Dressing carriage technique: Setting up carriage; care of materials; assisting the doctor.

Maintenance of stock.

OR 6 Plaster and Plaster Splint Technique.—

Types of plaster.

Padding materials.

Types: Preparation of.
Preparation of plaster bandages.

Types of splints: Moulded; circular; reinforcement strips.

Application of various types of plaster splints.

DEPARTMENT OF PHARMACY

PHAR 1 Pharmacy and Metrology.—

History of Pharmacy.

Theoretical Pharmacy.

Use and care of the prescription counter.

Prescription balances, weights.

Pill tile and spatula; mortor and pestle; graduates.

Elementary arithmetic—review of fractions, decimals, percentage, ratio and proportion.

Tables of weights and measures.

Conversion of weights and measures into equivalents.

Specific gravity; specific volume.

Practical problems in the preparation of percentage solutions.

PHAR 2 Pharmaceutical Arithmetic.—

Review of elementary arithmetic.

Systems of weights and measures—relationship and conversion.

Thermometric scales—relationship and conversion.

Calculation of dosage.

Reducing and enlarging formulas.

Specific gravity; specific volume.

Percentage—percentage solutions.

Stock solutions.

Alligation.

PHAR 3 Principles of Pharmacy.—

Specific gravity; specific volume.

Heat regulating devices—application of; fusion; evaporation; distillation; desiccation.

Subdivision of drugs—trituration; precipitation; crystallization—solutions; solubility theory; colloids; suspensions; emulsions; viscosity; filtration; extraction; maceration; infusion; percolation.

PHAR 4 Operative and Dispensing Pharmacy.—

- I. Theory and preparation: Use, dose and properties of aromatic waters, diluted acids, spirits, solutions, mucilages, syrups, elixirs, collodions, infusions, tinctures, extracts, fluidextracts, resins, powders, mulsions, sprays, lotions and ointments.
- II. Principles of prescription compounding: Types of prescriptions; powders; capsules; tablet triturates; compressed tablets; pills; suppositories; solutions; mixtures; isotonic solutions; injections; ampules.

DEPARTMENT OF PHYSICAL THERAPY

PHT 1 Mechanotherapy and Exercise.—

Principles of physical therapy.

Stroking; compression; percussion.

Clinical uses—contraindications.

Exercises—passive; assistive; active; resistive.

Clinical uses.

PHT 2 Hydrotherapy.-

Compresses—cold; hot.

Wet packs—cold; hot.

Towel baths.

Sheet baths.

Sheet baths—drip sheet.

Hip and Sitz baths.

Paraffin baths.

Hydrokinetic measures.

Whirlpool baths.

PHT 3 Light and Electrotherapy.—

Types: sources of radiant energy used in light therapy.

Clinical uses.

Precautions; techniques.

Types: sources of electrical currents used in electrotherapy.

Clinical uses.

Diathermy.

PHT 4 Fever Therapy.—

Care and use of equipment.

Theory of fever therapy.

Precautions; technique.

Care of patient.

PHT 5 Massage.—

Technique.

Precautions.

Stroking; kneeding.

Rubbing; manipulation.

General massage methods.

DEPARTMENT OF PROPERTY AND ACCOUNTING

PA 1 Bookkeeping .--

Practical work in journalizing, posting, and auditing debits and credits.

Ledgers; statements; vouchers.

PA 2 Storage of equipment and supplies.—

Storage preservation, issue of equipment and stores. Accountability records.

PA 3 Elementary Accounting.—

Theory of accounts—debits and credits.

Opening and closing double entry set of books.

Practical work in journalizing, posting, and auditing.

Relationship of commercial and governmental accounting.

Ledgers; statements; vouchers.

Practical governmental accounting.

PA 4 Fiscal Accounting.—

Preparation of budget.
Allotment control.
Fiscal returns.
Relationship of fiscal and hospital accounting.
Preparation of station and hospital budgets.
Preparation of reports.

PA 5 Procurement.—

Purchase program—equipment; supplies.
Preparation of specifications.
Preparation of requisitions.
Bids, contracts, purchase orders, and issue vouchers.
Preparation of public vouchers.
Bureau of Supplies and Accounts Manual.

PA 6 Receipt and Inspection of Property.—

Receiving records.

Inspection, specifications, and commercial practices.

Acceptance and rejection of deliveries.

Replacement of rejected deliveries.

PA 7 Property Accountability.—

Real Estate, Land and Buildings.
Equipment; stores; reservation.
Accounting procedures.
Issue of stores.
Issue of equipment.
Final disposition of property.
Surveys.
Records; accountability.

PA 8 Ship and Station Accounting.—

Application of accounting principles.
Accounting records.
Accounting for stores.
Accounting for equipment.
Reports and returns.
Transfer of accountability.

PA 9 Hospital Accounting.—

Application of accounting principles.

Accounting records.

Accounting vouchers.

Accounting for stores.

Accounting for equipment.

Departmental accounting.

Financial reports and returns.

Transfer of accountability.

Journal; charge register; general ledger.

Land and building ledger; equipment ledger.

Supplies ledger; commissary ledger; expense analysis ledger.

DEPARTMENT OF ROENTGENOLOGY

ROEN 1 Roentgenological Technique.-

Type films and developing procedure.

Technique—position; tube distance; voltage; exposure.

Dangers of Roentgen ray burns.

Differentiation between normal and abnormal structures.

ROEN 2 Introduction to Roentgenological Technique.-

Discussion and explanation of the basic physics of electricity and x-ray.

Principles of x-ray generators—consideration of physical factors influencing radiographic procedures.

Roentgen therapy.

x-ray circuit.

Mathematics.

ROEN 3 Film, Screen, and Darkroom Procedures .-

Methods of operating fluoroscopic units; dangers and safeguards. Operation of high-voltage and low-voltage therapy units.

Measurements of x-ray quality and quantity.

Actual work as technician in fluroscopic and therapy units under supervision.

Screens and cassettes.

X-ray and photographic films—processing; solutions.

ROEN 4 Radiographic Technique.—

Handling of films, cassettes, holders, and hangers.

Processing of films, care of darkroom equipment.

Mixing and handling of chemicals used in processing films and actual work in dark room under supervision.

Control of x-ray units; exposure factors; positioning.

X-ray technique.

ROEN 5 Special Procedures.—

X-ray tubes, types and characteristics; Bucky grinds; cassettes; holders; stereoscopic shifts.

Positioning of patient and tube—anatomical landmarks; normal techniques and variations.

Detail of method of positioning for routine examination of each part of body, and special technique for certain variations.

Actual work using several types of machines and bedside units, under supervision.

Fluoroscopy; stereoscopy; photofluorography; sectional radiography.

Localization of foreign bodies.

ROEN 6 Office Routine.-

Method of keeping records and files.

Identification of films; filing of films.

Actual work in handling requests and reports.

Transcribing dictated reports; terminology.

Anatomy.

DEPARTMENT OF TACTICS

TACT 1 Tactics, Medical Field.-

Battalion first aid stations—evacuation of casualties.

Traction splints; gunshot wounds; antitoxins.

Shock.

Return of wounded to organization.

Procurement, storage, and distribution of medical supplies. Field emergency tags.

TACT 2 Drill.-

March and maneuver drills.

Debarking; landing; field operations.

Map reading.

Uniforms and equipment.

TACT 3 Marine Corps Organization.—

Medical Department of Marine Corps post.

Preparation of reports and returns.

Brigade, regiment, and battalion services.

Medical sections; medical companies; company aid man.

Medical headquarters section.

Collection stations.

Hospital sections.

Manual of the U.S. Marine Corps.

Muster Rools.

Pay Rolls.

Casualty Lists.

Joint Operations.

Articles of War.

Army General Orders.

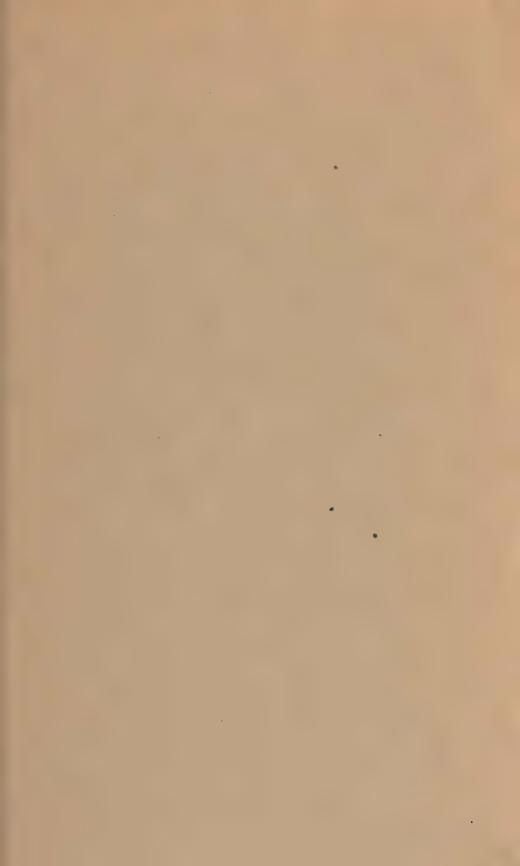
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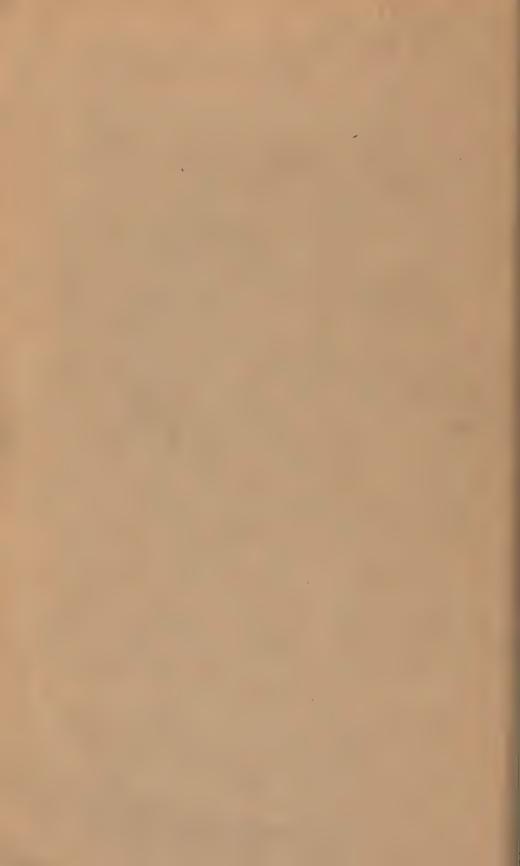
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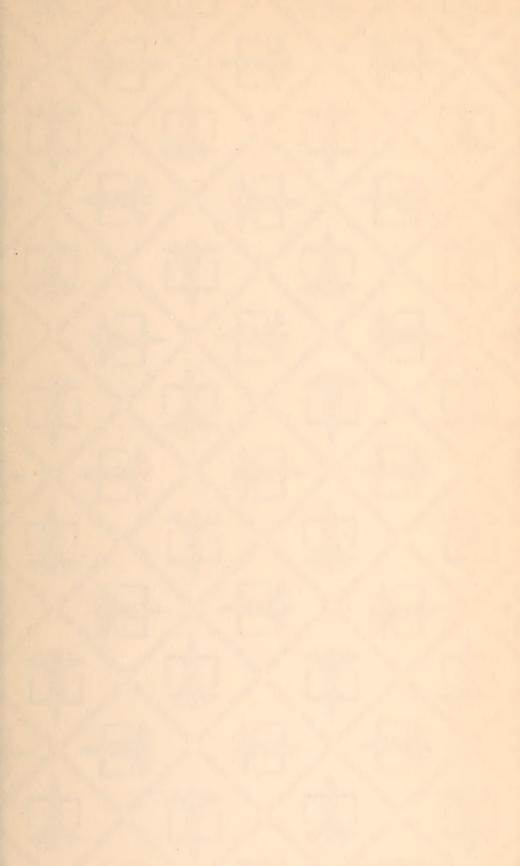
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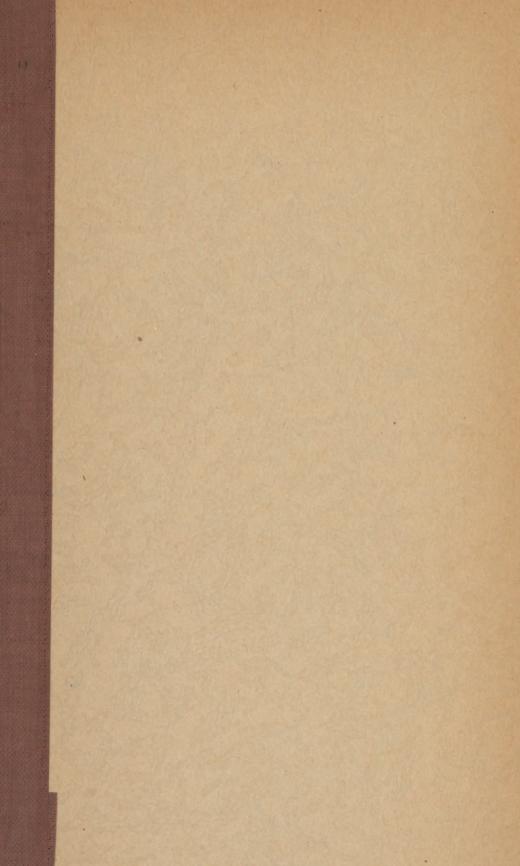












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